



**Board of Assessors
730 Massachusetts Avenue
Arlington, MA 02476**

Date: 01/30/2023

Time: 5:30 pm

Location: Assessors' Office Conference Room, 1st Floor, Town Hall

Minutes:

The meeting was called to order at 5:30 pm, by William Zagata. Mary Winstanley O'Connor seconded the motion. William Zagata voted yes, Gordon Jamieson voted yes, and Mary Winstanley O'Connor voted yes.

- In attendance: Mary Winstanley O'Connor, Gordon Jamieson, William Zagata and Dana Mann.
- William Zagata made a motion to approve the Minutes, both regular and executive, from January 09, 2023, seconded by Gordon Jamieson.
 - Mary Winstanley O'Connor voted yes.
 - Gordon Jamieson voted yes.
 - William Zagata voted yes.
- Review and discussed I & E letters, mailings and web notice. Board approved use of certificate of mailing and edited letter to announce new penalties around failure to respond.
- Board member Jamieson requested Director review department head objectives and results to expand the Assessor Department's metrics, for the Manager's Budget Book.
- Motion to enter executive session at 5:50 pm was made by William Zagata. Seconded by Gordon Jamieson.
 - Mary Winstanley O'Connor voted yes.
 - Gordon Jamieson voted yes.
 - William Zatata voted yes.
- Motion to exit executive session and adjourn the meeting was made by Gordon Jamieson at 6:49 pm. Seconded by Mary Winstanley O'Connor.
 - Mary Winstanley O'Connor voted yes.
 - Gordon Jamieson voted yes.
 - William Zagata voted yes.
- Next meeting planned for February 13, 2023

Respectfully submitted,
Dana Mann